

INDEPENDENT AUDITORS' REPORT
ON
BASIC FINANCIAL STATEMENTS,
COMPLIANCE AND
INTERNAL CONTROLS
OF
FIRST PARISH COURT JUDICIAL EXPENSE FUND
FOR THE PARISH OF JEFFERSON, LOUISIANA
December 31, 2013

JEFFERSON PARISH, LOUISIANA
FIRST PARISH COURT JUDICIAL EXPENSE FUND

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Kushner LaGraize, L.L.C.

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS

S. DAVID KUSHNER, CPA, CrFA*
WILSON A. LaGRAIZE, JR., CPA/CFF, CrFA
ERNEST G. GELPI, CPA, CGFM
CRAIG M. FABACHER, CPA
DOUGLAS W. FINEGAN, CPA, CVA
MARY ANNE GARCIA, CPA
*A Professional Accounting Corporation

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RICHARD J. RUMNEY, CPA

Members
American Institute of CPA's
Society of Louisiana CPA's

INDEPENDENT AUDITORS' REPORT

Honorable Rebecca M. Olivier, Judge, Division "A"
Honorable George W. Giacobbe, Judge, Division "B"
First Parish Court for the Parish of Jefferson
924 David Drive
Metairie, Louisiana

We have audited the accompanying financial statements of the First Parish Court Judicial Expense Fund (the Fund) as of and for the year ended December 31, 2013, and the related notes to the financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Fund as of and for the year ended December 31, 2013, and the changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis and the other required supplementary information on pages 3 through 5 and 16, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated June 10, 2014, on our consideration of the First Parish Court Judicial Expense Fund's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting or on compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

KUSHNER LAGRAIZE, L.L.C.

Kushner LaGraize, L.L.C.

Metairie, Louisiana
June 10, 2014

JEFFERSON PARISH, LOUISIANA
FIRST PARISH COURT JUDICIAL EXPENSE FUND

Management's Discussion and Analysis

December 31, 2013

The Management's Discussion and Analysis (MD&A) of the First Parish Court Judicial Expense Fund's (the Expense Fund's) annual financial report provides important background information and management's analysis of the Expense Fund's financial performance during the fiscal year that ended on December 31, 2013. Please read this section in conjunction with the basic financial statements and the notes to the basic financial statements beginning on page 12 of this report.

The MD&A is an element of the Required Supplementary Information specified in the Governmental Accounting Standards Board's (GASB) Statement No. 34—*Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments* issued in June 1999. Certain comparative information between the current year (2013) and the prior year (2012) is required to be presented in the MD&A.

Financial Highlights

The total assets of the Expense Fund at the close of 2013 and 2012 were \$962,892 and \$1,051,423, respectively, representing a decrease of \$88,531 in 2013. Of this amount \$162,695 and \$187,793 respectively, were invested in capital assets. The remainder is considered unrestricted and may be used for any lawful purpose.

Total costs of the Expense Fund's programs in 2013 and 2012 were \$200,213 and \$207,868, respectively, representing a decrease of \$7,655. The fund balance (unrestricted net position) in 2013 and 2012 was \$780,898 and \$840,317, respectively representing a decrease of \$59,419 in 2013.

Overview of the Financial Statements

This financial report consists of the following basic parts: management's discussion and analysis (this section), the basic financial statements, the notes to the financial statements and supplementary information.

The basic financial statements contained in this report are presented using GASB accounting principles. These financial statements provide overall information about the Expense Fund's financial activities on both a short-term and long-term basis. The statement of net position presents information about its assets (resources) and liabilities (the amounts obligated to its creditors). The statement of revenues, expenses, and changes in net position presents information about the current year's revenues and expenses. This statement can be used to measure operating improvements or deterioration as well as provide useful information for determining whether the Expense Funds' revenues were sufficient to allow the Expense Fund to recover all its costs. The notes to financial statements are also an integral part of this report.

JEFFERSON PARISH, LOUISIANA
FIRST PARISH COURT JUDICIAL EXPENSE FUND

Management's Discussion and Analysis

December 31, 2013

Net Position

A summary of the Expense Fund's Statements of Net Position is presented in Table 1 below:

TABLE 1
Condensed Statement of Net Position
As of December 31, 2013 and 2012

	<u>2013</u>	<u>2012</u>	<u>Change</u>
Current assets	\$ 800,197	\$ 863,630	\$ (63,433)
Noncurrent assets:			
Capital assets-net	162,695	187,793	(25,098)
Total assets	<u>962,892</u>	<u>1,051,423</u>	<u>(88,531)</u>
Current liabilities	19,299	23,313	(4,014)
Total liabilities	<u>19,299</u>	<u>23,313</u>	<u>(4,014)</u>
Net position:			
Net invested in capital assets	162,695	187,793	(25,098)
Unrestricted	780,898	840,317	(59,419)
Total net position	<u>\$ 943,593</u>	<u>\$ 1,028,110</u>	<u>\$ (84,517)</u>

The Expense Fund's total net position decreased \$84,517 to \$943,593 in fiscal year 2013, from \$1,028,110 at the end of fiscal year 2012. The change results primarily from the increase in expenditures made as compared to prior year.

Summary of Revenues, Expenses, and Changes in Net Position

The following table presents a summary of the Expense Fund's revenues and expenses for the fiscal years ended December 31, 2013 and 2012.

JEFFERSON PARISH, LOUISIANA
FIRST PARISH COURT JUDICIAL EXPENSE FUND

Management's Discussion and Analysis

December 31, 2013

TABLE 2
Condensed Statement of Revenues, Expenses, and Changes in Net Position
For the years ended December 31, 2013 and 2012

	<u>2013</u>	<u>2012</u>	<u>Change</u>
Charges for Services	\$ 115,696	\$ 126,722	\$ (11,026)
Expenses	<u>200,213</u>	<u>207,868</u>	<u>(7,655)</u>
Increase/(decrease) from program activities	<u>(84,517)</u>	<u>(81,146)</u>	<u>(3,371)</u>
 Change in net position	 (84,517)	 (81,146)	 (3,371)
Total net position, beginning of year	<u>1,028,110</u>	<u>1,109,256</u>	<u>(81,146)</u>
Total net position, end of year	<u>\$ 943,593</u>	<u>\$ 1,028,110</u>	<u>\$ (84,517)</u>

Budgets

The budget was amended one time during the year. The primary reason for amending the budget was to prevent compliance violations under state law. The major differences between the original General Fund budget and the final amended budget were as follows:

Revenues

- Fines and forfeitures decreased by \$18,829 to better reflect the payments received.

Expenditures

- Outside services decreased by \$5,008 due to the fund not incurring additional costs in this area.
- Capital outlay decreased by \$13,523 due to the fund deciding not to purchase additional assets in 2013.

Contacting the Expense Fund's Financial Management

This financial report is designed to provide all interested parties with a general overview of the Expense Funds' finances and to demonstrate the Expense Funds' accountability for money it receives. If you have questions about this report or need additional financial information, contact management of the First Parish Court Judicial Expense Fund at (504) 736-8900.

JEFFERSON PARISH, LOUISIANA
FIRST PARISH COURT JUDICIAL EXPENSE FUND

STATEMENT OF NET POSITION

December 31, 2013

ASSETS	Governmental Activities
Cash and cash equivalents	\$ 793,392
Due from other governments	6,805
Capital assets (net of accumulated depreciation)	<u>162,695</u>
TOTAL ASSETS	<u>962,892</u>
LIABILITIES	
Accounts payable	18,480
Accrued Salaries	<u>819</u>
TOTAL LIABILITIES	<u>19,299</u>
NET POSITION	
Net invested in capital assets	162,695
Unrestricted	<u>780,898</u>
TOTAL NET POSITION	<u>\$ 943,593</u>

The accompanying notes are an integral part of this statement.

JEFFERSON PARISH, LOUISIANA
 FIRST PARISH COURT JUDICIAL EXPENSE FUND
 STATEMENT OF ACTIVITIES
 Year Ended December 31, 2013

<u>FUNCTIONS/PROGRAMS</u>	<u>Program Revenues</u>		Net (Expense) Revenue and Change in Net Position
	<u>Expenses</u>	<u>Charges for Services</u>	
Governmental Activities:			
Judicial Expense Fund	\$ 200,213	\$ 115,696	\$ (84,517)
Total Governmental Activities	\$ 200,213	\$ 115,696	(84,517)
Decrease in net position			(84,517)
Net position-January 1, 2013			1,028,110
Net position-December 31, 2013			\$ 943,593

The accompanying notes are an integral part of this statement.

JEFFERSON PARISH, LOUISIANA
 FIRST PARISH COURT JUDICIAL EXPENSE FUND
 GOVERNMENTAL FUND BALANCE SHEET

December 31, 2013

	GOVERNMENTAL FUND TYPE
	GENERAL FUND
ASSETS	
Cash and cash equivalents	\$ 793,392
Due from other governments	<u>6,805</u>
TOTAL ASSETS	<u>\$ 800,197</u>
LIABILITIES AND FUND BALANCE	
LIABILITIES	
Accounts payable	\$ 18,480
Accrued salaries	<u>819</u>
TOTAL LIABILITIES	<u>19,299</u>
FUND BALANCE	
Fund balance – unassigned	<u>780,898</u>
TOTAL FUND BALANCE	<u>780,898</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>\$ 800,197</u>

The accompanying notes are an integral part of this statement.

JEFFERSON PARISH, LOUISIANA
FIRST PARISH COURT JUDICIAL EXPENSE FUND
RECONCILIATION OF THE GOVERNMENTAL FUND BALANCE SHEET
TO THE STATEMENT OF NET POSITION

December 31, 2013

Total Fund Balance at December 31, 2013		
Governmental Fund		\$ 780,898
Cost of Capital Assets at December 31, 2013	509,522	
Less-Accumulated depreciation at December 31, 2013	<u>(346,827)</u>	<u>162,695</u>
Net Position at December 31, 2013		<u>\$ 943,593</u>

The accompanying notes are an integral part of this statement.

JEFFERSON PARISH, LOUISIANA
 FIRST PARISH COURT JUDICIAL EXPENSE FUND
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
 IN FUND BALANCE - GOVERNMENTAL FUND TYPE

Year Ended December 31, 2013

	<u>GENERAL FUND</u>
Revenues	
Charges for services	\$ 96,171
Fines and forfeitures	<u>19,525</u>
Court cost assessments	
Total Revenues	<u>115,696</u>
Expenditures	
Current	
General government	
Salaries & benefits	37,718
Outside services	41,633
Supplies & office expense	73,524
Travel & seminars	2,730
Transportation	8,967
Capital outlay	<u>10,543</u>
Total current expenditures	<u>175,115</u>
Excess (deficiency) of revenues over expenditures	(59,419)
Fund balance	
Beginning of year	<u>840,317</u>
End of year	<u>\$ 780,898</u>

The accompanying notes are an integral part of this statement.

JEFFERSON PARISH, LOUISIANA
FIRST PARISH COURT JUDICIAL EXPENSE FUND
RECONCILIATION OF THE GOVERNMENTAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE
TO THE STATEMENT OF ACTIVITIES

December 31, 2013

Total net decrease in fund balance-governmental fund		\$ (59,419)
Amounts reported for governmental activities in the Statement of Activities are different due to:		
Capital outlay	10,543	
Depreciation expense	<u>(35,641)</u>	<u>(25,098)</u>
Decrease in net position of governmental activities		<u>\$ (84,517)</u>

The accompanying notes are an integral part of this statement.

JEFFERSON PARISH, LOUISIANA
FIRST PARISH COURT JUDICIAL EXPENSE FUND
NOTES TO FINANCIAL STATEMENTS

December 31, 2013

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the First Parish Court Judicial Expense Fund (the Fund) for the Parish of Jefferson conform to U. S. generally accepted accounting principles as applicable to governments. The following is a summary of the more significant policies.

1. Reporting Entity

The First Parish Court Judicial Expense Fund for the Parish of Jefferson was established July 18, 1982, under the provisions of Louisiana R.S. 13:2562.22. This statute provides for this fund to operate under the sole and exclusive authority of the First Parish Court judges. As such, the Parish Council is not financially accountable for these funds.

As required by U. S. generally accepted accounting principles, this report includes all funds and account groups of the First Parish Court Judicial Expense Fund (the primary government) that are controlled or dependent on the judges of the First Parish Court. No other organization was determined to be a component unit of the Fund. Therefore, no blended or discretely presented component units are presented in the accompanying financial statements.

2. Basis of Presentation

The accompanying financial statements of the Fund have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles.

GASB Statement No. 63 – "Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position" was adopted for the fiscal year ended December 31, 2012. GASB Statement No. 63 provides financial reporting guidance for deferred outflows of resources and deferred inflows of resources. Concepts Statement No. 4, Elements of Financial Statements introduced and defined those elements as a consumption of net assets by the government that is applicable to a future reporting period and an acquisition of net assets by the government that is applicable to a future reporting period, respectively. Previous financial reporting standards do not include guidance for reporting those financial elements, which are distinct from assets and liabilities. Concepts Statements No. 4 also identifies net position as the residual of all other elements presented in a statement of financial position. This statement amends the net asset reporting requirements in GASB Statement No. 34, Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments, and other pronouncements by incorporating deferred outflows of resources and deferred inflows of resources into the definitions of the required components of the residual measure and by renaming that measure as net position, rather than net assets.

The fund has adapted GASB Statement No. 65 – "Items Previously Reported as Assets and Liabilities" for the fiscal year ended December 31, 2013. This statement establishes accounting and financial reporting standards that reclassify and recognize, as deferred outflows of resources or deferred inflows of resources, certain items that were previously reported as assets and liabilities. The implementation of this statement currently has no effect on the financial statements of the Fund.

3. Basis of Accounting

Government-Wide Financial Statements

The Statement of Net Position and Statement of Activities display information about the reporting government as a whole. Activities are presented using the economic resources method. The accounting objective of this measurement focus is the determination of operating income, changes in net position, and financial position. All assets and liabilities (whether current or noncurrent) associated with the government's activities are reported. Fund equity is classified as net position. Government activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, the Statement of Net Position and Statement of Activities present revenues, expenses, and fixed asset acquisitions as follows:

Revenues – Revenues are recognized in the accounting period in which they are earned.

Expenses – Expenses are recorded when the liability is incurred or economic asset used.

Fixed Assets – Fixed assets are accounted for as capital assets. All fixed assets are valued at historical cost, except for donated fixed assets which are recorded at their estimated fair value at the date of donation.

JEFFERSON PARISH, LOUISIANA
FIRST PARISH COURT JUDICIAL EXPENSE FUND
NOTES TO FINANCIAL STATEMENTS (CONTINUED)

December 31, 2013

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Fund Financial Statements

The Fund uses funds to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. Funds are typically classified into three categories: governmental, proprietary and fiduciary. Each category, in turn, is divided into separate "fund types".

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current position. The modified accrual basis of accounting is used by governmental funds. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Fines and fees collected and held by intermediary collecting governments at year end on behalf of the Fund are considered susceptible to accrual and are recognized as revenues.

4. Cash

All of the Fund's deposits, including cash, money market accounts, and certificates of deposit are carried at cost. The fund's bank deposits are held at the same financial institutions as other funds of Jefferson Parish (the Parish), thus sharing in the maximum amount of federal depository insurance of that institution. At year-end, the carrying amount of these deposits were \$793,392. All of the bank balance was covered by federal depository insurance or by collateral held by the pledging financial institutions trust department or agent in the Parish's name.

5. Capital Assets and Depreciation

For the government-wide financial statements, capital assets are recorded at cost in the statement of net position. Donated assets are valued at their estimated fair market value on the date received. First Parish Court does not have any infrastructure assets. Depreciation is computed using the straight line method over the following useful lives:

<u>Description</u>	<u>Estimated Lives</u>
Leasehold improvements	20-39 years
Equipment	5-10 years
Vehicles	5 years

For fund financial statements, capital acquisitions are reflected as expenditures in the governmental fund at the time purchased.

6. Governmental Fund Balances

On January 1, 2011, the Fund adopted GASB No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, which significantly changed the reporting of fund balance in the balance sheets of governmental type funds.

In the governmental fund financial statements, fund balances are classified as follows:

1. Non-spendable fund balance – amounts that cannot be spent either because they are in a non-spendable form or because they are legally or contractually required to be maintained intact.
2. Restricted fund balance – amounts that can be spent only for specific purposes because of state or federal laws or externally imposed conditions by grantors, creditors, or citizens.
3. Committed fund balance – amounts that can be used only for specific purposes determined by a formal action by the Judges of the First Parish Court.
4. Assigned fund balance – amounts that are constrained by the Fund's intent that they will be used for specific purposes.
5. Unassigned fund balance – all amounts not included in the other spendable classifications.

JEFFERSON PARISH, LOUISIANA
FIRST PARISH COURT JUDICIAL EXPENSE FUND
NOTES TO FINANCIAL STATEMENTS (CONTINUED)

December 31, 2013

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The Fund considers restricted fund balances to be spent for governmental expenditures first when both restricted and unrestricted resources are available. The Fund also considers committed fund balances to be spent first when other unrestricted fund balance classifications are available for use.

7. Budgets and Budgetary Accounting

Budgetary procedures applicable to the First Parish Court Judicial Expense Fund are defined in state law, Revised Statutes 39:1301-15. The major requirements of the Local Government Budget Act are summarized as follows:

1. The Fund adopts a budget each year for the general fund. The budget for this fund is adopted on the cash basis of accounting which is a comprehensive basis of accounting other than generally accepted accounting principles (GAAP).
2. Copies of the adopted budget are kept on file for public inspection.
3. The general fund budget for the year ended December 31, 2013 was amended.
4. All budgetary appropriations lapse at the end of the year.
5. Formal budgetary integration is not employed. Budgeted amounts included in the accompanying financial statements include originally adopted budget amounts.

NOTE B - DUE FROM OTHER GOVERNMENTS

This amount represents the fines and fees due from the Jefferson Parish Sheriff's Office for collections made through December 31, 2013 and not yet remitted to the Fund.

JEFFERSON PARISH, LOUISIANA
FIRST PARISH COURT JUDICIAL EXPENSE FUND
NOTES TO FINANCIAL STATEMENTS (CONTINUED)

December 31, 2013

NOTE C - CAPITAL ASSETS

A summary of the changes in the Capital Assets follows:

	BALANCE JANUARY 1, 2013	ADDITIONS	DELETIONS	BALANCE DECEMBER 31, 2013
Equipment	\$ 427,598	\$ 10,543	\$ 0	\$ 438,141
Vehicles	55,889	0	0	55,889
Leasehold improvements	<u>15,492</u>	<u>0</u>	<u>0</u>	<u>15,492</u>
Total at historical cost	<u>498,979</u>	<u>10,543</u>	<u>0</u>	<u>509,522</u>
Total accumulated depreciation	<u>311,186</u>	<u>35,641</u>	<u>0</u>	<u>346,827</u>
Capital Assets, net	<u>\$ 187,793</u>	<u>\$ (25,098)</u>	<u>\$ 0</u>	<u>\$ 162,695</u>

Depreciation expense for the year ended December 31, 2013 is \$35,641.

NOTE D - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

The statutes which created the Fund place certain limitations and restrictions on the collections and disbursements of the Fund. The Fund is in compliance with all significant limitations and restrictions for 2013.

NOTE E - SUBSEQUENT EVENTS

Subsequent events were evaluated through June 10, 2014, which is the date the financial statements were available to be issued. No material subsequent events have occurred since December 31, 2013 that required recognition or disclosure in these financial statements.

JEFFERSON PARISH, LOUISIANA

FIRST PARISH COURT JUDICIAL EXPENSE FUND

GENERAL FUND – STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE – BUDGET AND ACTUAL

Year Ended December 31, 2013

	<u>BUDGET</u>		<u>ACTUAL AMOUNTS BUDGETARY BASIS</u>	<u>VARIANCE WITH FINAL BUDGET POSITIVE/ (NEGATIVE)</u>
	<u>ORIGINAL</u>	<u>FINAL</u>		
Revenues				
Charges for Services				
Fines & Forfeitures	\$ 115,000	\$ 96,171	\$ 96,171	\$ 0
Court Cost Assessments	<u>24,000</u>	<u>19,525</u>	<u>19,525</u>	<u>0</u>
Total Revenues	<u>139,000</u>	<u>115,696</u>	<u>115,696</u>	<u>0</u>
Expenditures				
Current				
General Government				
Salaries & Benefits	44,885	40,929	37,718	3,211
Outside Services	15,550	10,542	41,633	(31,091)
Supplies & Office Expense	156,350	130,772	73,524	57,248
Travel & Seminars	0	0	2,730	(2,730)
Transportation	0	0	8,967	(8,967)
Capital Outlay	<u>25,000</u>	<u>11,477</u>	<u>10,543</u>	<u>934</u>
Total Current Expenditures	<u>241,785</u>	<u>193,720</u>	<u>175,115</u>	<u>18,605</u>
Excess (Deficiency) of Revenues Over Expenditures	(102,785)	(78,024)	(59,419)	18,605
Fund balance - Beginning of Year	<u>840,317</u>	<u>840,317</u>	<u>840,317</u>	<u>0</u>
Fund balance - End of Year	<u>\$ 737,532</u>	<u>\$ 762,293</u>	<u>\$ 780,898</u>	<u>\$ 18,605</u>

See independent auditors' report.

Kushner LaGraize, L.L.C.

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Honorable Rebecca M. Olivier
Judge, Division "A"
Honorable George W. Giacobbe
Judge, Division "B"
First Parish Court for the Parish of Jefferson
924 David Drive
Metairie, Louisiana

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the First Parish Court Judicial Expense Fund (the Fund) as of and for the year ended December 31, 2013 and the related notes to the financial statements, and have issued our report thereon dated June 10, 2014.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Fund's internal control over financial reporting to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Fund's internal control. Accordingly, we do not express an opinion on the effectiveness of the Fund's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Fund's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations and contracts, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

We noted certain matters that were reported to management of the First Parish Court in a separate letter dated June 10, 2014.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

KUSHNER LAGRAIZE, L.L.C.

Kushner LaGraize, L.L.C.

Metairie, Louisiana
June 10, 2014

Memorandum of Advisory Comments

***FIRST PARISH COURT JUDICIAL EXPENSE FUND
FOR THE PARISH OF JEFFERSON, LOUISIANA***

December 31, 2013

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**INTERNAL CONTROL
AND RELATED MATTERS**

Kushner LaGraize, L.L.C.

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS

S. DAVID KUSHNER, CPA, CrFA*
WILSON A. LaGRAIZE, JR., CPA/CFF, CrFA
ERNEST G. GELPI, CPA, CGFM
CRAIG M. FABACHER, CPA
DOUGLAS W. FINEGAN, CPA, CVA
MARY ANNE GARCIA, CPA
*A Professional Accounting Corporation

WILLIAM B. HAMILTON, CPA
KATHARINE M. LASSITER, CPA
RICHARD J. RUMNEY, CPA

Members
American Institute of CPA's
Society of Louisiana CPA's

Honorable Rebecca M. Olivier, Judge, Division "A"
Honorable George W. Giacobbe, Judge, Division "B"
FIRST PARISH COURT FOR THE PARISH OF JEFFERSON
924 David Drive
Metairie, Louisiana 70003

Dear Judge Olivier & Judge Giacobbe:

We have audited the financial statements of the First Parish Court Judicial Expense Fund for the Parish of Jefferson, Louisiana ("the Fund"), as of and for the year ended December 31, 2013, and the related notes to the financial statements, which collectively comprise the Fund's basic financial statements, and have issued our report thereon dated June 10, 2014. As part of our audit we considered the Fund's internal control in order to determine the nature, timing, and extent of our auditing procedures for the purpose of expressing an opinion on the basic financial statements and not to provide assurance on the internal control.

Our consideration of the internal control has been reported on in a separately issued report entitled "*Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards.*"

This memorandum summarizes one other matter which has come to our attention. While not involving a significant deficiency, this matter does present opportunities for strengthening the internal control and improving the operating efficiency of the Fund.

We have discussed our comment and recommendation with various administrative personnel and the Fund has completed a corrective action plan. We will be pleased to discuss this comment and suggestion with you in further detail at your convenience, perform any additional study of this matter, or assist you in implementing the recommendation.

Kushner LaGraize, L.L.C.

Metairie, Louisiana
June 10, 2014

**FIRST PARISH COURT JUDICIAL EXPENSE FUND
FOR THE PARISH OF JEFFERSON, LOUISIANA**

COMMENT AND SUGGESTION

December 31, 2013

Comment

2013-01

During our audit, we noted that the Fund's travel policies and procedures had not been updated to correspond with certain information contained within the current Louisiana Travel Guide prepared by the Louisiana Department of Administration.

Recommendation

We recommend that the Fund review annually the most current Louisiana Travel Guide for any changes in applicable state travel policies and procedures and revise their travel policies and procedures accordingly.

Management's Response:

See Management's Corrective Action Plan.



Rebecca M. Olivier
Judge, Division "A"
Office: (504) 736-8913
Fax: (504) 736-8992

FIRST PARISH COURT PARISH OF JEFFERSON

924 David Drive
Metairie, Louisiana 70003
(Corner West Metairie & David Drive)
Adm. Fax: (504) 736-8375 Phone: (504) 736-8900
TDD: (504) 736-8376

George W. Giacobbe
Judge, Division "B"
Office: (504) 736-8977
Fax: (504) 736-8995

June 11, 2014

Louisiana Legislative Auditor

First Parish Court of Jefferson respectfully submits the following corrective action plan for the year ended December 31, 2013.

Independent Public Accounting Firm:
Kushner LaGraize, L.L.C.
3330 West Esplanade Avenue, Suite 100
Metairie, LA 70002

Audit Period: January 1, 2013 through December 31, 2013

Finding

During our audit, we noted that the Fund's travel policies and procedures had not been updated to correspond with certain information contained within the current Louisiana Travel Guide prepared by the Louisiana Department of Administration.

Recommendation

We recommend that the Fund review annually the most current Louisiana Travel Guide or any changes in applicable state travel policies and procedures and revise their travel policies and procedures accordingly.

Management's Response

Management has updated the Funds travel policies and procedures to reflect the changes in the most current Louisiana Travel Guide.